



STATE OF MARYLAND

**DHMH**

## Maryland Department of Health and Mental Hygiene

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### Office of Food Protection and Consumer Health Services

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#### MARYLAND INTERPRETIVE MEMORANDUM (MIM)

<b>MIM #:</b>	<b>08-04</b>
<b>TO:</b>	Environmental Health Directors/ Food Program Supervisors/ Sanitarians
<b>FROM:</b>	Jody Menikoff, Chief, Division of Facility and Process Review
<b>DATE:</b>	June 12, 2008
<b>SUBJECT:</b>	<b>HACCP Compliance Inspection Procedures</b>

This memorandum addresses procedures for conducting a HACCP Compliance Inspection. COMAR 10.15.03 Food Service Facilities, updated and effective December 17, 2007, identifies three types of inspections: comprehensive, monitoring, and HACCP compliance. Regulation .30, Food Service Facility-Types and Frequencies, specifies that the HACCP compliance inspection is conducted as a part of the comprehensive inspection.

The HACCP compliance inspection component of the comprehensive inspection consists of:

1. Inspecting for compliance with HACCP plan requirements, e.g. content and accessibility.
2. Comparing the HACCP plan on site to the current menu.
3. Evaluating the food preparation in progress to ensure that each CCP:
  - a. Is properly identified;
  - b. Is monitored according to the procedures contained in the HACCP plan; and
  - c. Has a corrective action that is implemented according to procedures contained in the HACCP plan.
4. Verifying the accuracy of the procedures used to monitor each CCP.
5. Taking action, where needed, to enforce compliance with the existing HACCP plan, or to ensure it is updated to accurately reflect current food preparation processes. Regulation .33 (E & F) includes specific HACCP plan requirements.

Under the previous COMAR regulations 10.15.03.18 and .19, an initial hazard analysis and an update were required every five years. Previous inspection procedures for the hazard analysis required advanced notification of the owner, operator, or manager of the hazard analysis evaluation. The current HACCP Compliance Inspection does not follow the aforementioned requirements and shall be conducted with the frequency set forth in Regulation .30. No advanced notification is required for the HACCP compliance inspection component of the comprehensive inspection. All five elements listed above for the HACCP compliance shall be completed at the time of the comprehensive inspection. Inspections shall be performed in compliance with the general procedures of Regulation .29, and observations documented on the inspection report.

This memorandum will be placed on the Retail Facilities page of the Office of Food Protection Website at: <http://www.cha.state.md.us/ofpchs/fc/retail.html> . Any questions regarding this document should be directed to the Division of Facility and Process Review at 410-767-8400.

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